Element Performance Inspection (EPI) Data Collection Tool
1.3.1 Maintenance Program (AW)

ELEMENT SUMMARY INFORMATION

Purpose of this Element (certificate holder's responsibility):

- To provide a program covering other maintenance, preventive maintenance, and alterations that ensures that, maintenance, preventive maintenance, and alterations are performed in accordance with the certificate holder's manual. To ensure each aircraft released to service is airworthy and has been properly maintained for operation under 14 CFR part 121.

Objective (FAA oversight):

- To determine the effectiveness of the certificate holder s procedures in meeting the desired output of the program.
- To determine if the certificate holder follows its procedures, controls, process measurements, and interfaces for the Maintenance Program.
- To determine if there were any changes in the personnel identified by the certificate holder as having responsibility and/or authority for the Maintenance Program.

Specific Instructions:

- The inspector will complete a comprehensive review of the certificate holder's Continuous Airworthiness Maintenance Program (CAMP) to verify it contains all necessary elements.
- This EPI may be used for mergers, acquisitions, major changes in Maintenance Programs, additions or deletions in the Maintenance Program, etc. This EPI will normally be performed at the Certificate Management Office/Unit or the location where the CAMP is managed or administered.

Related EPIs:

- 1.1.1 Aircraft Airworthiness (AW)
- 1.1.2 Appropriate Operational Equipment (AW)
- 1.1.3 Special Flight Permits (AW)
- 1.1.2 Appropriate Operational Equipment (OP)
- 1.2.1 Airworthiness Release / Logbook Entry (AW)
- 1.2.2 Major Repairs and Alterations Records (AW)
- 1.2.3 Maintenance Log / Recording Requirements (AW)
- 1.2.5 Service Difficulty Reports (SDR) (AW)
- 1.3.2 Inspection Program (AW)
- 1.3.4 Required Inspection Items (RII) (AW)
- 1.3.7 Outsource Organization (AW)
- 1.3.9 Engineering / Major Repairs and Alterations (AW)
- 1.3.11 Continuous Analysis and Surveillance (CAS) (AW)
- 1.3.15 Reliability Program (AW)
- 1.3.16 Fueling (AW)
- 1.3.17 Weight and Balance Program (AW)
- 1.3.18 De-Icing Program (AW)
- 1.3.19 Lower Landing Minimums (LLM) (AW)
- 1.3.20 Engine Condition Monitoring (AW)

- 1.3.21 Parts Pooling (AW)
- 1.3.22 Parts Borrowing (AW)
- 1.3.23 Short-Term Escalations (AW)
- 4.1.1 RII Personnel (AW)
- 4.2.1 Maintenance Training Program (AW)
- 4.2.2 RII Training Requirements (AW)
- 5.1.8 Extended Range Operations with Two-Engine Airplanes (ETOPS) (AW)
- 5.1.9 RVSM Authorization (AW)

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirements (SRRs):

- SRRs:

  119.43(b)
  119.43(b)(1)
  119.43(b)(2)
  119.43(c)
  119.49(a)(8)
  121.135(a)(1)
  121.135(b)(1)
  121.135(b)(16)
  121.135(b)(17)
  121.135(b)(2)
  121.135(b)(3)
  121.339(a)(4)
  121.343
  121.344
  121.367
  121.367(a)
  121.367(b)
  121.367(c)
  121.369(b)
  121.369(b)(1)
  121.369(b)(2)
  121.369(b)(3)
  121.369(b)(4)
  121.369(b)(5)
  121.369(b)(6)
  121.369(b)(7)
  121.369(b)(8)
  121.369(b)(9)
  121.370(a)
  121.370(a)(1)(i)
  121.370(a)(1)(ii)
  121.370(a)(1)(iii)
  121.370(a)(10)
  121.370(a)(11)
  121.370(a)(12)
  121.370(a)(2)
  121.370(a)(3)
  121.370(a)(4)
  121.370(a)(5)
  121.370(a)(6)
  121.370(a)(7)
  121.370(a)(8)

- SRRs:

  121.370(a)(9)
  121.379(a)
  121.379(b)
  121.380(a)(1)
  121.380(a)(2)(i)
  121.380(a)(2)(ii)
  121.380(a)(2)(iii)
  121.380(a)(2)(iv)
  121.380(a)(2)(v)
  121 App..B
  43.13(a)
  43.13(c)
  43.16
  91.413(b)
  D.072(c)
  D.072(d)
  D.072(e)
  D.077b
  D.077c
  D.077f
  D.078c
  D.078e
  D.080a
  D.080b
  D.082
  D.087a
  D.087f
  D.097a
  D.097b 1
  D.097b 10
  D.097b 11
  D.097b 12
  D.097b 2
  D.097b 3
  D.097b 4
  D.097b 5
  D.097b 6
  D.097b 7
  D.097b 8
  D.097b 9

Related CFRs & FAA Policy/Guidance:

- Related CFRs:

  Intentionally left blank

- FAA Policy/Guidance:

  8300.10, Volume 2, Chapter 63
  8300.10, Volume 2, Chapter 64
  HBAW 95-06A
  HBAW 97-13B
  HBAW 05-06
  AC 120.16D

EPI SECTION 1 - PERFORMANCE OBSERVABLES	
Objective: (FAA oversight responsibility): The tasks and questions in this section of the data collection tool (DCT) are designed to assist the inspector in determining if the certificate holder follows its written procedures and controls and meets the established performance measures of the program. To accomplish this, questions have been generated to test both the outputs of the program as well as the program itself. Question 1 and its following subquestions are directed at the output(s) of the program, whereas questions 2-6, when answered, should be directed at the program itself.	
Tasks	
	To meet this objective, the inspector must accomplish the following tasks:
1.	Review the information listed in the Supplemental Information section of this DCT.
2.	Review the policies, procedures, instructions, and information for the Maintenance Program contained in the certificate holder's manual.
3.	Review the last accomplished associated safety attribute inspection (SAI) for this element with emphasis on the controls, process measurements, and interface attribute section responses.
4.	Observe the Maintenance Program to gain an understanding of the procedures, instructions, and information contained in the certificate holder's manual.
5.	Discuss the Maintenance Program with the personnel (other than management) who perform the duties and responsibilities required by the program.

Questions		
	To meet this objective, the inspector must answer the following questions:	
1.	Determine whether the following performance measures were met:	
1.1.	Were scheduled maintenance tasks performed at the prescribed intervals? *Related Performance JTIs:* 1. Check at the Records repository to verify the Certificate Holder has accomplished all maintenance within the time limitations section of the manual. *Sources:* 121.135(b)(17); D.072 2. Check at the air carrier specified location, for items that are identified, as "on condition" and observe if the items are being maintained in a continuous airworthy condition by periodic inspections, checks, service, repair, and/or preventive maintenance. *Sources:* 121.135(b)(16); D.072(d) 3. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft and are limited to the specific maintenance functions, check at the records repository that only the specific maintenance functions listed have been accomplished by the outsource provider. *Sources:* 121.135(a)(1); D.078 4. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft and are limited to the specific maintenance functions, check at the aircraft that all maintenance accomplished under this authorization is in accordance with the contractor's approved maintenance program.	☐ Yes ☐ No, Explain

	Sources: 121.135(a)(1); D.078a 5. Check at the air carrier operated maintenance planning center that the DFDR maintenance instructions and information for scheduling are being followed. *Sources:* 121.135(a)(1); HBAW 97-13B 4.B	
1.2.	Were the certificate holder s work/task forms that include maintenance instructions completed as a record of the accomplishment of scheduled maintenance tasks? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility or outsource provider that the Certificate Holder's maintenance personnel follow the procedures for recording of maintenance/inspection actions. *Sources:* 121.135(a)(1); HBAW 97-13B 4.B 2. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft airframe, as being overhauled unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled; and tested in accordance with approved standards and technical data, or in accordance with current standards and technical data acceptable to the Administrator. *Sources:* 43.2(a)(1); 43.2(a)(2) 3. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft engine, as being overhauled unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled; and tested in accordance with approved standards and technical data, or in accordance with current standards and technical data acceptable to the Administrator. *Sources:* 43.2(a)(1); 43.2(a)(2) 4. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft propeller, as being overhauled unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled; and tested in accordance with approved standards and technical data, or in accordance with current standards and technical data acceptable to the Administrator. *Sources:* 43.2(a)(1); 43.2(a)(2) 5. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft component part, as being overhauled unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled; and tested in accordance with approved standards and technical data, or in accordance with current standards and technical data acceptable to the Administrator. *Sources:* 43.2(a)(1); 43.2(a)(2) 6. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft airframe as being rebuilt unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits or to approved oversized or undersized dimensions.	☐ Yes ☐ No, Explain

	Sources: 43.2(b) 7. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft engine as being rebuilt unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits or to approved oversized or undersized dimensions. *Sources:* 43.2(b) 8. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft propeller as being rebuilt unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits or to approved oversized or undersized dimensions. *Sources:* 43.2(b) 9. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft appliance as being rebuilt unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits or to approved oversized or undersized dimensions. *Sources:* 43.2(b) 10. Check at the air carrier operated maintenance facility or outsource provider that no person has described in any required maintenance entry or form of an aircraft component part as being rebuilt unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits or to approved oversized or undersized dimensions. *Sources:* 43.2(b)	
1.3.	Were mechanical irregularities that occurred during flight (i.e., Block-to-Block) recorded and corrected in accordance with the methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	☐ Yes ☐ No, Explain
1.4.	Were mechanical irregularities that did not occur during flight recorded and corrected in accordance with the methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	☐ Yes ☐ No, Explain
1.5.	Was the performance of maintenance, preventive maintenance, and alterations	☐ Yes

	of airframes and parts thereof conducted in accordance with the methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. Check at the aircraft to observe if maintenance personnel are using the methods, techniques, and practices prescribed in the Certificate Holder's manual. *Sources:* 121.367(c); 43.13(c) 2. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the outsource provider that all maintenance performed including structural inspection, power plant shop maintenance, and aircraft component shop maintenance in accordance with the contractor's methods, standards, and procedures. *Sources:* 121.135(a)(1); D.077; D.077i 3. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft and are limited to the specific maintenance functions, check at the aircraft that all maintenance accomplished under this authorization is in accordance with the contractor's approved maintenance program. *Sources:* 121.135(a)(1); D.078a 4. If the Certificate Holder is authorized to maintain leased foreign-registered aircraft listed in the Operation Specification, check at the air carrier operated maintenance facility and ensure the weight and balance control is accomplished in accordance with the Certificate Holder's approved weight and balance program. *Sources:* 121.135(a)(1); D.087g 5. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	☐ No, Explain
1.6.	Was the performance of maintenance, preventive maintenance, and alterations of aircraft engines and parts thereof conducted in accordance with the methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the outsource provider that all maintenance performed including structural inspection, power plant shop maintenance, and aircraft component shop maintenance in accordance with the contractor's methods, standards, and procedures. *Sources:* 121.135(a)(1); D.077; D.077i 2. Check at the air carrier specified location that the instructions and procedures for managing aircraft engines leased from other sources are being followed in accordance with the Certificate Holder's manual. *Sources:* 121.135(b)(16); HBAW 95-06A H. HBAW 95-06A I. 3. Check at the air carrier operated maintenance facility shop or outsource provider shop and check that the instructions and procedures for management and maintenance of the engine are followed. *Sources:* 121.135(b)(16); HBAW 95-06A J. 4. If engine condition monitoring is used, check at the air carrier's record	☐ Yes ☐ No, Explain

	repository and check that the data is collected and integrated into the engine condition-monitoring program, in accordance with the air carriers instructions and procedures. *Sources:* 121.135(b)(16); HBAW 95-06A M. 5. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	
1.7.	Was the performance of maintenance, preventive maintenance, and alterations of propellers and parts thereof conducted in accordance with the methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the outsource provider that all maintenance performed including structural inspection, power plant shop maintenance, and aircraft component shop maintenance in accordance with the contractor's methods, standards, and procedures. *Sources:* 121.135(a)(1); D.077; D.077i 2. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	☐ Yes ☐ No, Explain ☐ Not Applicable
1.8.	Was the performance of maintenance, preventive maintenance, and alterations of appliances and parts thereof conducted in accordance with the methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the outsource provider that all maintenance performed including structural inspection, power plant shop maintenance, and aircraft component shop maintenance in accordance with the contractor's methods, standards, and procedures. *Sources:* 121.135(a)(1); D.077; D.077i 2. Check at the aircraft during the performance of maintenance of the VOR equipment to verify the work is performed in accordance with the Certificate Holder's instructions and procedures. *Sources:* 121.135(b)(16); 91.171(a)(1) 3. Check at the air carrier operated maintenance facility or outsource provider that the Certificate Holder's methods/procedures used for the maintenance/inspection actions of the DFDR are of enough scope and detail to maintain the airworthiness of the DFDR. *Sources:* 121.135(a)(1); HBAW 97-13B 4.B 4. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	☐ Yes ☐ No, Explain
1.9.	Was the performance of maintenance, preventive maintenance, and alterations of emergency equipment and parts thereof conducted in accordance with the	☐ Yes ☐ No, Explain

	methods, techniques, and practices prescribed in the certificate holder's manual? *Related Performance JTIs:* 1. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the outsource provider that all maintenance performed including structural inspection, power plant shop maintenance, and aircraft component shop maintenance in accordance with the contractor's methods, standards, and procedures. *Sources:* 121.135(a)(1); D.077; D.077i 2. Check at the air carrier operated maintenance facility or outsource provider that all required inspections (RII) are performed. *Sources:* 121.369(b)(6)	
1.10.	Did the records for the airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof show that they were maintained in accordance with the certificate holder's approved time limitations? *Related Performance JTIs:* 1. Check at the Records repository to verify if the Certificate Holder has made any changes to the time limitations section. If so were the standards for determining the limitations followed per the Certificate Holder's manual. *Sources:* 121.135(a)(1); 121.135(b)(17) 2. Check at the Records repository to verify that parts or subassemblies of components that do not have specific time intervals are being checked, inspected, and/or overhauled at the same time limitations specified for the component or accessory to which such parts or subassemblies are related or included at the time period indicated for the ATA chapter heading. *Sources:* 121.135(b)(16); D.072(e) 3. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the records repository and determine if the Certificate Holder ensured that each component, system, and structure unique to its aircraft is accounted for in the contractor's maintenance program. *Sources:* 121.135(b)(16); D.077a; D.077i 4. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the records repository to verify if replacement components, other than those provided by the contractor which are common to the listed aircraft and the contractor's fleet, were evaluated by the contractor to ensure they meet the contractor's standards. *Sources:* 121.135(b)(16); D.077; D.077i 5. If the Certificate Holder is authorized and uses the provisions of a contractual agreement for the maintenance of the Certificate Holder's aircraft using a contractors approved continuous maintenance program, check at the records repository that the maintenance interval limits are administered in accordance with the Certificate Holders manual. *Sources:* 121.135(b)(17); D.077f; D.077i; D.078e 6. If the Certificate Holder is authorized and uses the provisions of a	☐ Yes ☐ No, Explain

		contractual agreement for the maintenance of the Certificate Holder's aircraft and are limited to the specific maintenance functions, check at the aircraft that all maintenance accomplished under this authorization is in accordance with the contractor's approved maintenance program. *Sources:* 121.135(a)(1); D.078a	
	7.	If the Certificate Holder is authorized to maintain leased foreign-registered aircraft listed in the Operation Specification, check at the records repository to ensure all that all maintenance has been recorded in accordance with the Certificate Holder's approved program (supplemented as necessary to meet the foreign certifying country's continuing requirements to validate the foreign certificate of airworthiness, if applicable). *Sources:* 121.135(a)(1); D.087f	
	8.	If the Certificate Holder has an approved reliability program and uses operation specification DO88, check at the air carrier specified location, that the Certificate Holder uses the maintenance time limitations specified in the manual/document for the aircraft listed in the table of the operation specifications. *Sources:* 121.135(a)(1); 121.135(b)(17); D.088a	
	9.	If the operator uses leased engines, check at the air carrier's record repository for the integration of leased engines into the operator's (lessee) maintenance program. *Sources:* 121.135(b)(16); HBAW 95-06A L.	
	10.	Check at the air carrier records repository that the Certificate Holder's establishment of time-in-service, intervals for maintenance/inspections actions of the DFDR has been followed. *Sources:* 121.135(a)(1); HBAW 97-13B 4.B	
	11.	Check at the air carrier records repository that records containing the total time in service of aircraft airframes are retained per 121.380(c)(3). (The records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(i)	
	12.	Check at the air carrier records repository that records' containing the total time in service of each aircraft engine is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). Except as provided in paragraph 121.380(b). *Sources:* 121.380(a)(2)(ii)	
	13.	Check at the air carrier records repository that records' containing the total time in service of each aircraft propeller is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). Except as provided in paragraph 121.380(b). *Sources:* 121.380(a)(2)(ii)	
	14.	Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each airframe is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii)	
	15.	Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each engine is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at	

		the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii)	
	16.	Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each propeller is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii)	
	17.	Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each propeller is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii)	
	18.	Check at the air carrier records repository that records' containing the time since last overhaul of all items installed on the aircraft which are required to be overhauled on a specified time basis have been accomplished within the specified times. *Sources:* 121.380(a)(2)(iv)	
	19.	Check at the air carrier records repository that the records specified in paragraph (a)(1) of this section have been retained until the work is repeated or superseded by other work or for one year after the work is done. *Sources:* 121.380(c)(1)	
	20.	Check at the air carrier records repository that the retention of the records of the last complete overhaul of each airframe is retained until the work is superseded by work of equivalent scope and detail. *Sources:* 121.380(c)(2)	
	21.	Check at the air carrier records repository that the retention of the records of the last complete overhaul of each engine is retained until the work is superseded by work of equivalent scope and detail. *Sources:* 121.380(c)(2)	
	22.	Check at the air carrier records repository that the retention of the records of the last complete overhaul of each propeller is retained until the work is superseded by work of equivalent scope and detail. *Sources:* 121.380(c)(2)	
	23.	Check at the air carrier records repository that the retention of the records of the last complete overhaul of each appliance is retained until the work is superseded by work of equivalent scope and detail. *Sources:* 121.380(c)(2)	
	24.	Check at the air carrier records repository that the retention of the records specified in paragraph (a)(2) of this section are retained and will be transferred with the aircraft at the time the aircraft is sold. *Sources:* 121.380(c)(3)	
	25.	Check at the air carrier records repository that the Certificate Holder's aircraft are being maintained in accordance with the time limitations section of the manual/or operations specifications and the maintenance program approve in the operation specifications. *Sources:* 91.403(c)	
	26.	Check at the air carrier records repository that maintenance is being performed in accordance with the air-carriers operations specifications, and airworthiness Limitations approved by the Administrator under Parts	

	121. *Sources:* 43.16 27. Check at the air carrier records repository, that all ATC transponders specified in 91.215(a), 121.345(c) or 135.143(c) of this chapter have been tested and inspected and found to comply with appendix F of part 43 of this chapter within the preceding 24 calendar months. *Sources:* 91.413(a) 28. Check at the air carrier records repository, that the records system used (which may include a coded system) for preservation and retrieval of information provides-- a description (or reference to data acceptable to the Administrator) of work performed. *Sources:* 121.369(c)(1) 29. Check at the air carrier records repository, that the records system used (which may include a coded system) for preservation and retrieval of information provides the name of persons that have performed work if the work is performed by a person outside the organization of the Certificate Holder. *Sources:* 121.369(c)(2) 30. Check at the air carrier records repository that the records system used (which may include a coded system) for preservation and retrieval of information provides of the name or other positive identification of individuals approving work. *Sources:* 121.369(c)(3)	
1.11.	Were competent personnel and adequate facilities and equipment provided for the proper performance of maintenance, preventive maintenance, and alterations in accordance with the certificate holder's program? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility or outsource provider that the organization is adequate to perform the work. *Sources:* 121.365(a)	☐ Yes ☐ No, Explain
1.12.	Were the certificate holder s methods of performing routine and nonroutine maintenance (other than required inspections), preventive maintenance, and alterations followed? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility, or outsource provider, that maintenance personnel are following the instructions and procedures for performing routine and no routine maintenance (other than required inspections), preventive maintenance, and alterations. *Sources:* 121.135(a)(1); 121.369(b)(1) 2. Check at outsource providers that any maintenance, preventive maintenance, or alterations performed by them or other persons is accomplished as provided in the air-carriers continuous airworthiness maintenance program and its maintenance manual. *Sources:* 121.379(a) 3. Check at the aircraft that the approved survival type emergency locator transmitters batteries are legibly marked on the outside of the transmitter. (The battery useful life (or useful life of charge) requirements of this paragraph do not apply to batteries (such as water- activated batteries) that are essentially unaffected).	☐ Yes ☐ No, Explain

	Sources: 121.339(a)(4)	
1.13.	Were the certificate holder s shift turnover and work interruption procedures followed? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility or outsource provider that required inspections, other maintenance, preventive maintenance, and alterations that are not completed as a result of shift changes or similar work interruptions are properly completed before the aircraft is released to service. (Shift turnover log). *Sources:* 121.369(b)(9)	☐ Yes ☐ No, Explain
1.14.	If the certificate holder revised a time limitation, did the certificate holder follow its standards for determining time limitations? *Related Performance JTIs:* 1. If the Certificate Holder does not have an approved reliability program and uses Operation Specification DO89, check at the air carrier specified location, and verify the Certificate Holder uses the maintenance time limitations specified in the manual/document for the aircraft listed in the table of the Operation Specifications and each change to an item must be FAA-approved. *Sources:* 121.135(a)(1); 121.135(b)(17); D.089b 2. If the Certificate Holder does not have an approved reliability program and uses Operation Specification DO89, check at the air carrier specified location, and verify the Certificate Holder has FAA approval for changes that have been made to the Maintenance Time Limitations specified in the manual/document for the aircraft listed in the table of the Operation Specifications. *Sources:* 121.135(a)(1); 121.135(b)(17); D.089b 3. Check at the air carrier records repository that the Certificate Holder's establishment of time-in-service, intervals for maintenance/inspections actions of the DFDR has been followed. *Sources:* 121.135(a)(1); HBAW 97-13B 4.B 4. Check at the air carrier records repository that records containing the total time in service of aircraft airframes are retained per 121.380(c)(3). (The records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(i) 5. Check at the air carrier records repository that records' containing the total time in service of each aircraft engine is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). Except as provided in paragraph 121.380(b). *Sources:* 121.380(a)(2)(ii) 6. Check at the air carrier records repository that records' containing the total time in service of each aircraft propeller is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). Except as provided in paragraph 121.380(b). *Sources:* 121.380(a)(2)(ii) 7. Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each airframe is	☐ Yes ☐ No, Explain ☐ Not Applicable

	retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii) 8. Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each engine is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii) 9. Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each propeller is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii) 10. Check at the air carrier records repository that records' containing the total time in service of aircraft life-limited parts of each propeller is retained in accordance with 121.380 (c)(3), (the records specified in paragraph (a)(2) of this section shall be retained and transferred with the aircraft at the time the aircraft is sold). *Sources:* 121.380(a)(2)(iii) 11. Check at the air carrier records repository that records' containing the time since last overhaul of all items installed on the aircraft which are required to be overhauled on a specified time basis have been accomplished within the specified times. *Sources:* 121.380(a)(2)(iv)	
1.15.	Did the certificate holder follow the FAA ACO approved repair assessment guidelines for the aircraft identified in Table 1 of its operation specifications D097? *Related Performance JTIs:* 1. If the Certificate Holder operates Airbus model A300- (excluding the -600 series), and the airplane has reached the flight cycle implementation time of (for model B2 36,000flights), and (for model B4-100 and B4-2C, 30,000 flights above the window line and 36,000 flights below the window line), and (for model B4-200, 25500 flights above the window line and 34,000 flights below the window line), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(1)(i); 121.370(a)(1)(ii); 121.370(a)(1)(iii) 2. If the Certificate Holder operates British Aerospace Model BAC 1-11, and the airplane has reached the flight cycle implementation time of 60,000 flights (For all models of the British Aerospace BAC 1-11), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(2) 3. If the Certificate Holder operates Boeing Model 707, and the airplane has reached the flight cycle implementation time of (For all models of the Boeing 707, the flight cycle implementation time of 15,000 flights), check at the air carrier maintenance facility or outsource provider that the	☐ Yes ☐ No, Explain ☐ Not Applicable

		approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(3)	
	4.	If the Certificate Holder operates Boeing Model 720 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the Boeing 720, the flight cycle implementation time is 23,000 flights.), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(4)	
	5.	If the Certificate Holder operates Boeing Model 727 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the Boeing 737, the flight cycle implementation time is 60,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(5)	
	6.	If the Certificate Holder operates Boeing Model 737 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the Boeing 737, the flight cycle implementation time is 60,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(6)	
	7.	If the Certificate Holder operates Boeing Model 747 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the Boeing 747, the flight cycle implementation time is 15,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(7)	
	8.	If the Certificate Holder operates McDonnell Douglas Model DC-8, airplanes and the airplane has reached the flight cycle implementation time of (For all models of the McDonnell Douglas DC-8, the flight cycle implementation time is 30,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(8)	
	9.	If the Certificate Holder operates McDonnell Douglas Model DC-9/MD-80 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the McDonnell Douglas DC-9/MD-80, the flight cycle implementation time is 60,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(9)	
	10.	If the Certificate Holder operates McDonnell Douglas Model DC-10 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the McDonnell Douglas DC-10, the flight cycle implementation time is 30,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed.	

	Sources: 121.135(b)(16); 121.370(a)(10) 11. If the Certificate Holder operates Lockheed Model L-1011 airplanes and the airplane has reached the flight cycle implementation time of (For all models of the Lockheed L-1011, the flight cycle implementation time is 27,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(11) 12. If the Certificate Holder operates Fokker Model F28 airplanes and the airplane has reached the flight cycle implementation time of (For the Fokker F-28 Mark 1000, 2000, 3000, and 4000, the flight cycle implementation time is 60,000 flights), check at the air carrier maintenance facility or outsource provider that the approved repair assessment guidelines, and instructions and procedures are being followed. *Sources:* 121.135(b)(16); 121.370(a)(12)	
1.16.	Were the certificate holder's procedures followed when conducting inspections after abnormal occurrences (i.e.hard landings, lightning strikes, severe turbulence, high brake energy stops, etc.)? *Related Performance JTIs:* 1. Check at the air carrier operated maintenance facility that the forms, instructions, and references for recurring non-routine requirements such as engine changes and inspections following abnormal occurrences (hard landings, lightning strikes, severe turbulence, high brake energy stops, etc.), are of enough scope and detail to maintain the air worthiness of the aircraft. *Sources:* 8300.10 Chapter 63, Volume 2, Section 1, Paragraph 7B	☐ Yes ☐ No, Explain
1.17.	Were the certificate holder's procedures followed for aircraft cleaning (i.e. seat cushion covers, carpet, etc. - including materials used for cleaning and flame-proofing materials after dry cleaning)? *Related Performance JTIs:* 1. Check at the air carrier aircraft and ensure the instructions and information for aircraft cleaning, including materials used for cleaning and flame proofing materials after dry cleaning (Ref. FAR 43.13, are of enough scope and detail to safely accomplish the task. *Sources:* 8300.10 Chapter 63 Volume 2. Sec 2 Paragraph 5F 19	☐ Yes ☐ No, Explain
1.18.	Were the certificate holder's procedures followed when conducting incoming/receiving inspections prior to the material being stocked or used? *Related Performance JTIs:* 1. Check at the air carrier specified location, that receiving inspections are used to ensure that proper parts and materials received. *Sources:* 8300.10 Chapter 63 Volume 2. Section 2 Paragraph 5F 14 2. Check at the air carrier specified location, that preservation of parts is accomplished in accordance with the Certificate Holder's manual. *Sources:* 8300.10 Chapter 63 Volume 2. Section 2 Paragraph 5F 14 3. Check at the air carrier specified location, that parts are identified in accordance with the Certificate Holder's manual.	☐ Yes ☐ No, Explain

	Sources: 8300.10 Chapter 63 Volume 2. Section 2 Paragraph 5F 14	
1.19.	Were the certificate holder's procedures for adhering to shelf life limits followed? *Related Performance JTIs:* 1. Check at the air carrier specified location, that proper parts and materials including Shelf timed items are used. *Sources:* 8300.10 Chapter 63 Volume 2. Section 2 Paragraph 5F 14	☐ Yes ☐ No, Explain
1.20.	Were the certificate holder's procedures for conducting test flights followed?	☐ Yes ☐ No, Explain
2.	Were the certificate holder's policies, procedures, instructions, and information, contained in its manual, for the Maintenance Program followed?	☐ Yes ☐ No, Explain
3.	Were the Maintenance Program controls followed?	☐ Yes ☐ No, Explain
4.	Did the records for the Maintenance Program comply with the instructions provided in the certificate holder's manual?	☐ Yes ☐ No, Explain
5.	Were the process measurements for the Maintenance Program effective in identifying problems or potential problems and providing corrective action for them?	☐ Yes ☐ No, Explain
6.	Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions, and information that are related to this element?	☐ Yes ☐ No, Explain

EPI SECTION 1 - PERFORMANCE OBSERVABLES Drop-Down Menu
1. Personnel.
2. Tools and Equipment.
3. Technical Data.
4. Procedures, policies or instructions or information.
5. Materials.
6. Facilities.
7. Controls.
8. Process Measures.
9. Interfaces.
10. Desired Outcome.
11. Other.

EPI SECTION 2 - MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES	
Objective: The questions in this section address the responsibility and authority of the program. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified, and knowledgeable person who is responsible for the program, is answerable for the quality of the program, and has the authority to establish and modify the program. (The person with the authority may or may not be the person with the responsibility.)	
Tasks	
	To meet this objective, the inspector must accomplish the following tasks:
	NOTE: If no personnel or major program changes (as defined by the principal inspector (PI)) affecting the responsibility or authority attributes for this element have occurred since the last SAI and/or EPI was accomplished, then do not perform tasks 3–6, below. Answer questions 1 and 2, below, and provide the name/title.
1.	Identify the person that has overall responsibility for the Maintenance Program.
2.	Identify the person that has overall authority for the Maintenance Program.
3.	Review the duties and responsibilities for the person(s) who manage the Maintenance Program documented in the certificate holder's manual.
4.	Review the appropriate organizational chart.
5.	Discuss the Maintenance Program with the management personnel identified in tasks 1 and 2.
6.	Evaluate the qualifications and work experience of the management personnel identified in tasks 1 and 2.

Questions		
	To meet this objective, the inspector must answer the following questions:	
1.	Is there a clearly identified person who is responsible for the quality of the Maintenance Program?	☐ Yes ☐ No, Explain Name/Title:
2.	Is there a clearly identified person who has authority to establish and modify the certificate holder's policies, procedures, instructions, and information for the Maintenance Program?	☐ Yes ☐ No, Explain Name/Title:
3.	Does the responsible person know that he/she has responsibility for the Maintenance Program?	☐ Yes ☐ No, Explain ☐ No Change
4.	Does the person with authority know that he/she has authority for the Maintenance Program?	☐ Yes ☐ No, Explain ☐ No Change
5.	Does the person with responsibility for the Maintenance Program meet the qualification standards?	☐ Yes ☐ No, Explain ☐ No Change
6.	Does the person with authority to establish and modify the Maintenance Program meet the qualification standards?	☐ Yes ☐ No, Explain ☐ No Change
7.	Does the person with responsibility understand the controls, process	☐ Yes

	measurements, and interfaces associated with the Maintenance Program?	☐ No, Explain ☐ No Change
8.	Does the person with authority understand the controls, process measurements, and interfaces associated with the Maintenance Program?	☐ Yes ☐ No, Explain ☐ No Change
9.	Does the responsible person know who has authority to establish and modify the Maintenance Program?	☐ Yes ☐ No, Explain ☐ No Change
10.	Does the individual with authority know who has the responsibility for the Maintenance Program?	☐ Yes ☐ No, Explain ☐ No Change

EPI SECTION 2 - MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES Drop-Down Menu
1. Assignment of responsibility.
2. Assignment of authority.
3. Does not understand procedures, policies or instructions and information.
4. Does not understand controls.
5. Does not understand process measurements.
6. Does not understand interfaces.
7. Span of control.
8. Position vacant.
9. Other.